



OFFICE OF PUBLIC INSTRUCTION

PO BOX 202501
HELENA MT 59620-2501
www.opi.mt.gov
(406) 444-3095
(888) 231-9393
(406) 444-0169 (TTY)

Linda McCulloch
Superintendent

April 24, 2008

You Are Invited...

The Teacher Mentors and Coaches Trainer Institute, sponsored by the OPI, is an institute that will provide professional development to teacher leaders and other education personnel interested in providing professional development to districts or schools that are in the process of developing or have developed a teacher mentor program. In addition, Curriculum Coaches will gain considerable knowledge on applying coaching strategies.

Districts that have developed teacher mentor programs in Montana consistently report that providing high-quality training to the mentors is a challenge. This institute will provide a curriculum model for mentor training that can also be used in working with curriculum coaches.

The institute will utilize the Mentoring Matters curriculum developed by Laura Lipton, Ph.D. Learning outcomes for the institute include:

- Greater understanding of teacher mentoring concepts;
- Ability to extend and consolidate the tools and techniques of skillful mentoring;
- Expanding the learner's repertoire of strategies for navigating between coaching, consulting and collaborating with protégés – an essential part of a good mentoring relationship; and
- Develop strategies that support the implementation of the Mentoring Matters curriculum.

The institute will take place in Helena from June 24-27, 2008. The institute is **free** to individuals who commit to providing mentoring or coaching services to local schools or districts over the next two years. Lodging, mileage and per diem must be paid for by a sponsoring organization. Registration is limited and the OPI will strive to achieve balance among the regions of the state in attendees.

Participants will be able to receive 22 renewal units. In addition, two graduate credits from the University of Montana will be available for an additional cost. The credit work will be completed during the fall semester.

If you would like to be a part of this great opportunity, complete and return the attached registration form. Questions may be directed to Nikki Sandve at (406) 444-0299 or e-mail at nsandve@mt.gov.

"It is the mission of the Office of Public Instruction to improve teaching and learning through communication, collaboration, advocacy, and accountability to those we serve."



Teacher Mentors and Coaches - Trainer Institute

Adult Learning Center – Helena, MT

June 24 – 27, 2008

A trainer institute sponsored by the OPI - State Personnel Development Grant (SPDG)

Registration Information • Only One Registrant Per Form • Please Type or Print Clearly

Registration Deadline: June 6, 2008

Name: _____

Position/School: _____ E-mail (during school year): _____

Address: _____

City: _____ State: _____ ZIP: _____

Home Phone: _____ Work Phone: _____

Summer E-mail address (last minute communication regarding the institute will be sent to this address): _____

I am representing (check one):

☐ District Employee

☐ MEA-MFT

☐ Personnel from Title I District/School in Improvement

☐ OPI Employee

I have spoken to my immediate supervisor, _____ (print supervisors name), regarding the commitments required for this training and he/she agrees that I will be able to fulfill the commitment to provide mentoring training or curriculum coaching services. _____ (participants initials).

If you are being sponsored by a school district, please answer the following questions:

My district/school (circle one) is developing a mentor program. ☐ Yes ☐ No

My district/school (circle one) has a mentor program and would like to refine or update it.
☐ Yes ☐ No

My district/school (circle one) is a Title I District/School in Improvement. ☐ Yes ☐ No

Are you attending with a team? _____ Yes _____ No

If yes, please list the team members' names and positions.

Name: _____ Position: _____

Name: _____ Position: _____

___ **Check here if you require special provisions or services to attend the Institute.**

___ **I am interested in taking the Institute for 2 Graduate Credits (Sign up will be done at the Institute; Estimated cost for the credits - \$225; Credits will be completed during fall semester).**

Send Registration to: Nikki Sandve, Coordinator – SPDG

OPI, PO Box 202501

Helena, MT 59620-2501

Or Fax (406) 444-3924

*A block of hotel rooms has been reserved under "OPI Mentor Training" at the Holiday Inn Express, 701 Washington Street, Helena. Rates for a single or double is \$73.00. To reserve a room, call (406) 449-4000 by **June 3, 2008**.*